

**UTAH ARMY NATIONAL GUARD**  
**Headquarters, 300th Military Intelligence Brigade (Linguist)**  
**P.O. Box 1776**  
**Draper, UT 84020-1776**

UT-300TH

30 October 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Brigade Command Language Program Council Minutes, October 2001

1. The Brigade Command Language Council met at 1800 hours on 18 October 2001 Draper, Utah. Attendees included SFC Todd Glover (300<sup>th</sup>), CPT Mark Hult (141<sup>st</sup>), CPT Paul Rice (142<sup>nd</sup>), CW2 Neil Buckley (D/142), SFC Dean Sessions (D/142), CW2 David Miles, CPT Jerry Dezsofi (341<sup>st</sup>), and MAJ Donald Ham (341<sup>st</sup>).

2. Topics discussed from the agenda included:

a. Hot or Suspense Items.

(1) Newsletter/Honor Roll. SFC Glover solicited articles from anyone who wants to submit one but also reminded that battalions that we expect at least one article per battalion. Council members noted that circulation is improving.

(2) CLP of the Year. SFC Glover reminded the battalions of the CLP of the Year deadline and provided guidance on where to submit them.

(3) Annual TALP Report. SFC Glover reminded battalions that according to AR 350-16 (Total Army Language Program) the annual TALP report on the execution of language dollars are due to the DA TALP Programs Manager by 15 November.

b. Regular Review Items.

(1) Technology. SFC Glover gave updates on the CLP Web site and the linguist database.

(a) Web Site. SFC Glover reminded everyone that many of the questions the CLPMs have can be answered by checking the Web site.

(b) Database. SFC Glover showed a demo of the new Brigade Language Administration Tool (LAT). Attendees were impressed and thought it looked quite used friendly and helpful. No one had any immediate suggestions for improvement. CW2 Miles designed it to be a modularized system: DA 330 entry and reports, FLPP automation, and training information. The first module is complete.

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(2) Inventories. SFC Glover rehearsed the reason behind the our push to have units inventory their language materials, and the battalions restated their intentions to work on it.

c. Other Review Items from Past Meetings.

(1) Instructor Training. We discussed the upcoming 4-hour pre-service orientation for contract language instructors and each person's responsibility for the training as proposed by MAJ Stevens. There was some confusion over assignments based on the memo for pre-service training and the notes from the October agenda. SFC Glover provided that the information contained in a memo and agenda prepared by MAJ Stevens, which served as the final guidance.

(2) Linguist Ribbon. SFC Glover presented the previously discussed options for the creation of a state national guard linguist ribbon and reported on some of his solicitations from soldiers. SFC Glover asked the attendees to think about the proposal and to solicit comments from soldiers.

d. New Items. SFC Glover shared a few words about the importance of our duties as language managers and how we are here to serve the soldiers and to provide every tool to help improve our language readiness.

3. Next Meeting. The next Brigade Command Language Council meeting is scheduled for Thursday, 7 November at 1800 hours in Draper.

4. Any questions may be directed to the Brigade Language Support Officer at (801) 620-1907 (DSN 766-3907) or Brigade Command Language Program Manager at (801) 523-4258.

TODD D. GLOVER  
SFC, MI, UTARNG  
Command Language Program Manager

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